

Expanded Options Program

The following administrative regulation describes the requirements for implementation of the Expanded Options Program.

For the purposes of this administrative regulation, the following definitions apply:

1. **Eligible student:** A student who is enrolled in an Oregon public school and who:
 - a. Is in grade 11 or 12 or who is 16 years of age or older at the time of enrollment in a course under the Expanded Option Program;
 - b. Has developed an educational learning plan as described in this policy; and
 - c. Has not successfully complete four years of high school or has completed course requirements for graduation but has not received a diploma;
 - d. Is not a foreign exchange student enrolled in a school under a cultural exchange program.
2. **Eligible Post Secondary Institution:** A community college, a state institution of higher education listed in ORS 352.002 and the Oregon Health and Science University.
3. **Eligible Post-Secondary Course:** Any nonsectarian course or program offered through an eligible post-secondary institution if the course or program may lead to high school completion, a certificate, professional certification, associate degree or baccalaureate degree. An eligible post-secondary course does not include a duplicate course offered at the student's resident high school. Eligible post-secondary courses include academic and professional technical courses and distance education courses.
4. **Education learning plan:** The student's short-term and long-term learning goals and proposed activities; and the relationship of the post-secondary courses proposed under the Expanded Options Program and the student's learning goals.
5. **At-risk student:** An at risk student means a student who qualifies for a free or reduced lunch program, or meets the definition for services under the following title sections of the NCLB Act of 2001; PL 107-110:
 - a. Title IA Education of Disadvantaged Children;
 - b. Title IC Education of Migratory Children;
 - c. Tile ID Neglected or Delinquent;
 - d. Title II Limited English Proficient and Immigrant Students;
 - e. Title X Education of homeless children and youth.

Eligible Students

Eligible students may apply to take courses at a post-secondary institution through the Expanded Options Program. A student who has graduated from high school may not participate; however, a student who has completed course requirements for graduation, but who has not received a diploma, may participate in the Expanded Options Program.

Student Notification

Prior to February 1 of each year, the district shall notify all high school students and the students' parents of the Expanded Options Program. It is a priority of the district to notify students who have dropped out of high school. The notice must include the following:

1. Student eligibility;
2. Eligible institutions and courses;
3. Financial arrangements for tuition, textbooks, equipment and materials;
4. Transportation services: students must provide their own transportation;
5. The effect of enrolling in the Expanded Options Program on the student's ability to complete high school graduation requirements;
6. The consequences of failing or not completing a post-secondary course; and
7. The requirement that participation in the Expanded Options Program is contingent on acceptance by an eligible post-secondary institution.

Enrollment Process

Prior to March 1 of each year, a student who is interested in participating in the Expanded Options Program shall notify the district of his/her intent to enroll in post-secondary courses during the following school year.

The district shall review with the student and the student's parent, the student's current status toward meeting all state and district graduation requirements and the applicability of the proposed post-secondary course to the remaining graduation requirements.

A student who intends to participate in the Expanded Options Program shall develop an educational learning plan in cooperation with an advisory support team. An advisory support team may include the student, the student's parent and a teacher or a counselor.

A student who enrolls in the Expanded Options Program may not enroll in post-secondary courses for more than the equivalent of two academic years. A student who first enrolls in the Expanded Options Program in grade 12 may not enroll in post-secondary courses for more than the equivalent of one academic year. If a student first enrolls in a post-secondary course in the middle of the school year, the

time of participation shall be reduced proportionately. If a student is enrolled in a year-round program and begins each grade in the summer session, summer sessions are not counted against the time of participation.

Post-Secondary Institution Credit

Prior to beginning a post-secondary course, the district shall notify the student of the number and type of credits that the student will be granted upon successful completion of the course. If there is a dispute between the district and student regarding the number or type of credits that the district will or has granted to a student for a particular course, the student may appeal the district's decision using an appeals process adopted by the Board.

Credits granted to a student shall be counted toward:

1. High school graduation requirements;
2. Included in GPA calculation; and
3. subject area requirements of the state and the district.

Evidence of successful completion of each course and credits granted shall be included in the student's education record. A student shall provide the district with a copy of the student's grade in each course taken for credit under the Expanded Options Program. The student's education record shall indicate that the credits were earned at a post-secondary institution.

Tuition, Fees, Books, Equipment and Materials will be provided by the district. Textbooks will be available to the student through the high school book depository.

Financial Agreement

The district shall negotiate a financial agreement with the post-secondary institution for the payment of actual tuition, fees and other required instructional costs associated with the student's enrollment.

Each fiscal year, the district shall expend, per student participating in the Expanded Options Program, a minimum of 50 percent of the district's general purpose grant per extended ADMw. Qualifying expenditures include tuition, fees, textbooks, equipment and materials required for a post-secondary course.

A district may request a waiver from the Superintendent of Public Instruction if:

1. Compliance would cause the district extreme financial distress; or
2. The district offers dual credit technical preparation programs, such as two-plus-two programs, advanced placement or International Baccalaureate programs and other accelerated college credit programs, and:
 - a. The programs offered by the district serve all qualified applicants; and

- b. There are no charges to at-risk students.

Student Reimbursement

Students are not eligible for any state student financial aid. Student will be issued a voucher for the purposes of registration. All textbooks, fees, equipment and materials provided to a student and paid for by the district are the property of the district.

Transportation Services:

Students are responsible for their own transportation.

Special Education Services

The district of a student participating in the Expanded Options Program shall be responsible for providing any required special education and related services to the student. If a post-secondary institution intends to provide special education and related services to an Expanded Options Program participant, the institution shall enter into a written contract with the district of the student. The contract shall include the following at a minimum:

1. Allowance for the student to remain in the program during the pendency of any special education due process hearing unless the parents and district agree otherwise;
2. Immediate notification to the district if the institution suspects that a student participating in the program may have a disability and requires special education or related services;
3. Immediate notification to the district if the student engaged in conduct that may lead to suspension or expulsion; and
4. Immediate notification to the district of any complaint made by the parents of the student regarding the student's participation in the program at the institution.

Appeals Process for Number or Type of Credit

Students may appeal the number and type of credits granted for a particular post-secondary course. The student is encouraged to seek resolution of the conflict with the high school counseling department and principal. Students may submit a written appeal to the superintendent. The appeal must include:

1. Name and address of person bringing the appeal;
2. State specific questions or requested action in writing to the superintendent;
3. Include the response of high school staff to this request;
4. Submit form KL-AR to the superintendent for submission to the Board. The Board will hear complaints only when all administrative procedures have been exhausted.